



“Honoring California’s Veterans”

One of the many benefits of working for Veterans Affairs is knowing that you support the Agency’s mission of “Promoting and delivering the benefits provided by the grateful State of California to its deserving veterans and their families”.

BUILDING MAINTENANCE WORKER

**Permanent, Full –Time
\$3186 - \$3672 Monthly**

**Location: Veterans Home of California – Redding
3400 Knighton Road
Redding, California 96002**

Final File Date: October 19, 2012

The salary listed for this classification will be adjusted to comply with the provisions of the 2012 Personal Leave Program.

Who Should Apply:

Current State employees in this classification or those who are eligible on a certification list, transfers or reinstatement may apply for this vacancy.

NOTE: APPOINTMENT IS SUBJECT TO SROA/SURPLUS PROVISIONS. PLEASE ATTACH YOUR SROA/SURPLUS LETTER TO YOUR APPLICATION AND INDICATE THAT YOU ARE ON SROA/SURPLUS STATUS IN THE “APPLYING FOR” SECTION OF THE STD 678 EXAMINATION/EMPLOYMENT APPLICATION. APPLICATIONS WHICH INDICATE SROA/SURPLUS STATUS WILL BE GIVEN FIRST PRIORITY.

If you are not a current State employee or otherwise eligible, you may qualify for a civil service examination based on the minimum qualifications for the classification. To view a current listing of examinations being offered by the California Department of Veterans Affairs, please visit our website at www.calvet.ca.gov, or to view examinations offered by all State departments, please visit the California Department of Human Resources’ website at www.jobs.ca.gov.

HONORABLY DISCHARGED VETERANS WHO MEET THE REQUIREMENTS LISTED ABOVE ARE ENCOURAGED TO APPLY.

Duties and Responsibilities:

Under supervision of the Chief of Plant Operations I for the Veterans Home of California – Redding:

- Assist Stationary Engineer and Skilled Laborer in the on-going preventive maintenance of heating/ventilating equipment, building fittings and furnishing, locks, windows, doors, screens, venetian blinds, roofs, gutters, drains, and kitchen equipment; replace light bulbs and make repairs to lighting.
- Operate automotive equipment and haul materials; order materials and supplies; make reports on completed work; maintain tools.
- Assist in the performance of lubrication and repairs to sewage, water, cooling, plumbing, and heating system lines and equipment.

- Make simple furniture repairs; install and repair asphalt tile and linoleum floors.
- Assist in repairing plaster and concrete; maintaining and repairing electrical lines, fittings and fixtures; assist in painting buildings, furnishings and equipment.

How To Apply:

Visit the Careers in California Government website at: www.jobs.ca.gov, to download the application. Submit your completed and signed State Application (Std. 678), and resume to: **Department of Veterans Affairs, Human Resources Division, 1227 "O" Street, Room 404, Sacramento, CA 95814, Attn: Jacquie Ruiz – M80 #002R**. All State applications must be postmarked no later than the final filing date.

Note: In the Explanations section on the State application, you must clearly indicate the basis of your eligibility, i.e., list, transfer, SROA, Surplus, Re-employment, Reinstatement or Training and Development Assignment. Failure to do so could result in being rejected from the interview process. In addition, you must reference position #578-124-6215-001.

Questions:

If you have any questions, request information concerning this posting, need assistance in the application process, or require any type of Reasonable Accommodation, please contact **Jacquie Ruiz, Human Resources Office, at (916) 653-1849. TDD: (916) 653-1966.**

AN EQUAL OPPORTUNITY EMPLOYER - EQUAL OPPORTUNITY TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE OR SEXUAL ORIENTATION. PER MILITARY AND VETERANS CODE, SECTION 80, WHENEVER POSSIBLE, PREFERENCE SHALL BE GIVEN TO VETERANS FOR EMPLOYMENT IN THE DEPARTMENT OF VETERANS AFFAIRS. IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE STATE WORKPLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS. APPLICATION S WILL BE SUBJECT TO SCREENING AND ONLY THE MOST QUALIFIED WILL BE INTERVIEWED. SUCCESSFUL COMPLETION OF LIVE SCAN AND A PRE-EMPLOYMENT PHYSICAL SCREENING (INCLUDING DRUG TESTING FOR CERTAIN CIVIL SERVICE CLASSIFICATIONS) WILL BE REQUIRED. 578-124-6215-001 RELEASED: 9.19.12